

ESA Site Management

The year was marked by the ongoing improvement of site-management tools and considerable work to strengthen security, together with the need to cope with ever-growing office-space requirements.

Development of the CIFM (Computer-Integrated Facility Management) system continued throughout the year, with validation of the prototype and preparation for system deployment, due in the first half of 2003. Establishment service-level agreements, including descriptions of the services provided on site and quality commitments by

Site Management Services, were reached in two phases: firstly, an agreement at Central Joint Committee (CJC) level on harmonised Agency-wide aspects, and secondly agreements at the Local Joint Committee (LJC) level on areas specific to each Establishment. As part of the process initiated in 2001, quality-control indicators for service provision were prepared with outside consultants and are due to be applied from spring 2003.

Discussions on strengthening site security culminated in the definition of a new access-control policy, which was approved in the



spring. It provides, in particular, for four-tier zoning of the Establishments, according to the sensitivity of the information and equipment contained on the premises; classification of the zones took place over the summer. A special budget made it possible to place purchase orders in the autumn for the equipment needed for access control, intrusion detection and video-surveillance to implement this new policy. In addition, the first year of operation of the Agency's security contract produced very positive results and contributed to the security-strengthening exercise

ESTEC

Infrastructure development at ESTEC has been planned within an overall framework, taking into account such parameters as the asbestos-removal programme and the need for additional office space. The Call for Tender for demolition of the old workshop (due to take place in spring 2003) was issued, and preparations for the construction of a building containing laboratories and offices on the same site continued. Building Cj was also converted into laboratories, and a competitive tender action launched for construction of a new modular 4200 m² building, mainly for offices.

ESOC

Essential infrastructure development included the construction of a new gate house, which is larger and better situated. Complete renovation of the first floor of building D included the setting up of new operational

control rooms, while extension of building E to house the Rosetta model had been almost completed by year's end. ESOC's 35th Anniversary celebrations went off successfully. Towards the end of the year, accommodation difficulties led to a few offices having to be reduced in size.

ESRIN

The main area of development on the site remains that formerly occupied by the Italian organisation CNR. The Agency's Archiving Centre was completed, and the architect's design for the New Media Support Centre drawn up. The Call for Tender for refurbishment of the office building in 2003 was also issued. Alterations to the staff services area (bank, travel agency, medical centre, etc.) were completed during the year.

Head Office

Minor renovations aside, the main HO infrastructure issue to be resolved is still the need for greater office space. In that context, preparatory work for converting the squash courts (acquired in spring 2002, together with the entire Grisel wing) to accommodate the computer services was carried out, and progress was also made with the plan for extending the Annex. The possible relocation of HO, examined in August/September in the light of a good opportunity, was abandoned. That option could, however, be reconsidered in the future if scope for optimising the present site, to be studied in 2003, turns out to be inadequate.